Gateway Annual Report

County New Chart of Accounts

The Annual Report will now accept either the Old Funds or the Funds from the new Chart of Accounts

There will be an Initial question where you will indicate which set of Funds (Old or New) you will be using.

This is an Either / Or decision. The Funds can NOT be mixed.

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Gateway Annual Report

Fund Decision & Upload Question

There will also be a question concerning whether or not you will be uploading your data.

1. If you are uploading:
   a. The validation for the correct Funds will be based on your answer to the Fund Question, Old or New.
   b. Regardless of which set of Funds you are using, Old or New, the Upload data will overwrite the Funds and Balances that rolled forward from last year.

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Gateway Annual Report

County Fund Decision & Upload Question

2. If you are NOT uploading and using the OLD Funds:

   a. The Funds and Balances will roll forward from last year.
   b. You would then continue with manual data entry of the receipts and disbursements.

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Gateway Annual Report

County Fund Decision & Upload Question

3. If you are NOT uploading and using the NEW Funds:
   a. The Funds and Balances will roll forward from last year, but they are the OLD Funds.
   b. As a result, you would need to delete the Old Funds and add the New Funds.

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Gateway Annual Report

County Fund Decision & Upload Question

We are attempting to provide a partial solution if you want to use the New Funds but not Upload.

Once you answer the questions and hit "Proceed" the system will:

Delete all the Old Funds

Add all the New Funds

However, there will be NO Beginning Balances

This process can NOT be undone.

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Gateway Annual Report

The New Chart of Accounts and the Future

The official deadline for implementation of new Chart of accounts is January 1, 2013

Therefore, your 2013 books should be on the new Chart of Accounts

As a result, the 2013 Annual Report due in 2014 will only accept the NEW Funds.

If you use the Old Funds for the 2012 Annual Report, and don't upload for 2013 you will have the same problem.

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